

Minutes of Pre-PQ Meeting

PQ Name:	PQ for selection of PMC for Strengthening of Water Supply Sustainability Project in Zanzibar, Tanzania.
PQ Reference	GOILOC-266(P-2)/ Tanzania/CS-64
PQ Launch Date	November 4, 2024
Meeting Date	November 14, 2024, 1400 hrs

Exim Bank has invited applications for Pre-qualification of consultants to act as Project Management Consultants (PMC) for Strengthening of Water Supply Sustainability Project in Zanzibar, Tanzania.

2. In accordance with the conditions outlined in the PQ document, Exim Bank conducted a Pre-PQ meeting for the project on November 14, 2024, at 14:00 hours.
3. The prospective applicants submitted the queries / clarifications on PQ document via email and also in the meeting. The list of queries, along with Exim Bank's responses, is at ***Annexure-I***.
4. This document is intended to clarify the terms of the PQ document and not substitute / over-ride / amend the latter. In case of discrepancy between the clarifications hereby provided (dealt during the PQ meeting) and the terms of the PQ document, the terms of the PQ document shall prevail. Further, changes to the PQ document, if any, shall be done solely by way of Addendum to the PQ Document.

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PQ for selection of PMC for Strengthening of Water Supply Sustainability Project in Zanzibar, Tanzania

The list of queries along with Exim Bank's response is as under:

Sr. No.	Clause	Clarification / Modification Sought	Response
1.	Part-I Scope of Consultancy Services	Referring to the specified scope, we understand that all the 3(three) Lots covering a total of 10 schemes will be awarded to a single Consultant, under the current assignment. Please confirm.	The project is being executed as a single Lot. In case of bifurcation of Lots, the same shall be advised to the Prequalified entities at the bidding stage.
2.	Part-I Scope of Consultancy Services Clause [B] Scope of PMC services	We presume that Point B.3 Procurement Assistance is part of the contract administration. However, the elaborated tasks for "Quality control of construction materials during execution of works" is not provided. Please clarify and also share the elaborated tasks.	The details shall be shared to the Prequalified entities during Bidding Stage.
3.	Part-I Scope of Consultancy Services Clause B.1 General contract administration Sl. no. 11	Kindly clarify whether the Scope PMC also will include the compliance required for Indian Development and Economic Assistance Scheme (IDEAS) relevant to this project.	Yes. The PMC has to follow the IDEAS Guidelines and shall also be responsible or compliance with the guidelines while monitoring the project award and execution.
4.	Part-I Scope of Consultancy Services Clause B.1 General contract administration Sl. no. 18	Kindly clarify the name of General record drawing mentioned here. Also clarify whether the PMC scope of is only design and drawing review or is it required for complete vetting.	The detailed scope of work / terms of reference shall be provided at the Bidding stage.

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5.	<p>Part-I Scope of Consultancy Services</p> <p>Clause B.1 General contract administration Sl. no. 19</p>	<p>Kindly provide the IDEAS Guidelines.</p>	<p>Please refer to the PQ Document. The link is provided under Notice for PQ and Clause 2.16</p>
6.	<p>Part-I Scope of Consultancy Services</p> <p>Clause B.2 Supervision of works, Sl.no.6</p>	<p>We understand that the DPR is already available. Hence the consultant's scope of work is limited to contractors' design review Please clarify.</p>	<p>The scope shall include monitoring of the EPC Contract. The detailed scope shall however be provided in the Bidding Document.</p> <p>The DPR is not envisaged to be shared at this stage and the relevant details shall be included in the Bidding Documents.</p>
7.	<p>Part-I Scope of Consultancy Services</p> <p>Clause B.3 Procurement Assistance</p>	<p>We presume that there will be 3 Nos. of bids required to evaluate, as per Lot 1 to 3 Schemes. Please clarify.</p>	<p>The project is being executed as a single Lot. In case of bifurcation of Lots, the same shall be advised to the Prequalified entities at the bidding stage.</p>
8.	<p>Part-I Scope of Consultancy Services</p> <p>Clause [C] Contract Execution Period</p>	<p>The time allocated for design review of the contractors' documents is 1 month, which seems to be on the lower side, as compared with the quantum of scope of work. We request you to kindly consider this time period to 6 months.</p> <p>Kindly also confirm whether the defect liability period 12 month for the PMC also.</p>	<p>1 months is the aggregate time. Design review shall happen simultaneously with project execution. PMC will continue during the DLP of the EPC.</p>
9.	<p>Part-I Scope of Consultancy Services</p>	<p>Kindly confirm whether this is a Time-based or Lumpsum Consultancy contract.</p>	<p>Refer to Clause 1.1.4. Details to be provided during Bidding.</p>

	Clause [C] Contract Execution Period	If Lumpsum Contract, please share the Payment terms for our better understanding.																																		
10.	<p>1.4 Reporting Currency</p> <p>AITA 1.4.1.i Table Exchange Rate for Conversion between USD and INR.</p> <table border="1"> <thead> <tr> <th>As of</th> <th>USD 1 = INR</th> <th>1 INR=USD</th> </tr> </thead> <tbody> <tr> <td>31-Mar-15</td> <td>62.5908</td> <td>0.0160</td> </tr> <tr> <td>31-Mar-16</td> <td>66.3329</td> <td>0.0151</td> </tr> <tr> <td>31-Mar-17</td> <td>64.8386</td> <td>0.0154</td> </tr> <tr> <td>31-Mar-18</td> <td>65.0441</td> <td>0.0154</td> </tr> <tr> <td>31-Mar-19</td> <td>69.1713</td> <td>0.0145</td> </tr> <tr> <td>31-Mar-20</td> <td>75.6650</td> <td>0.0132</td> </tr> <tr> <td>31-Mar-21</td> <td>73.5047</td> <td>0.0136</td> </tr> <tr> <td>31-Mar-22</td> <td>75.8071</td> <td>0.0132</td> </tr> <tr> <td>31-Mar-23</td> <td>82.2169</td> <td>0.0122</td> </tr> <tr> <td>31-Mar-24</td> <td>83.3739</td> <td>0.0120</td> </tr> </tbody> </table> <p>This conversion shall be used for financial document such as turnover etc. Kindly clarify.</p>	As of	USD 1 = INR	1 INR=USD	31-Mar-15	62.5908	0.0160	31-Mar-16	66.3329	0.0151	31-Mar-17	64.8386	0.0154	31-Mar-18	65.0441	0.0154	31-Mar-19	69.1713	0.0145	31-Mar-20	75.6650	0.0132	31-Mar-21	73.5047	0.0136	31-Mar-22	75.8071	0.0132	31-Mar-23	82.2169	0.0122	31-Mar-24	83.3739	0.0120		The financial information in the forms should be submitted in USD. Conversion of financial turnover etc from INR to USD should be done using the exchange rate provided.
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11.	<p>1.4 Reporting Currency</p> <p>AITA 1.4.1.ii Table Exchange Rate for Conversion between USD and INR.</p> <p>Rate of Conversion as on October 31, 2024.</p>	This Conversion shall be used for Project Cost completion certificate of similar nature work. Kindly clarify.	The projects completed and value of such projects to be reported, should be done using the exchange rate provided.																																	

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12.	<p>2.1 Applicants</p> <p>2.1.1 An Applicant may be a single entity or a combination of entities in the form of a Joint Venture (“JV”) either existing or with the intent to enter into a JV supported by a letter of intent (the “Letter of Intent” or “LOI”) as per format under Paragraph 3.7.2 (d) listing out the names of all the JV members.</p>	<p>Are there restrictions on the role distribution among JV members, such as the lead member needing a minimum share in project responsibilities?</p>	<p>Yes. The minimum value of works to be undertaken by each member shall be provided during the Bidding Stage.</p>
13.	<p>ITA 2.2 Applicant’s Nationality and Ownership</p> <p>2.2.1 The Applicant shall be an Indian entity. In case of an Applicant being a JV, this Clause 2.2 [Applicant’s Nationality and Ownership] shall apply individually to each member of the JV.</p>	<p>Can a joint venture (JV) include foreign entities as members, provided the lead member is Indian, or must all JV members be Indian entities?</p>	<p>Please be guided by the PQ Document. Each member of the JV should be an Indian Entity.</p>
14.	<p>ITA 2.4 Financial Conduct</p> <p>2.4.1 An Applicant shall be ineligible if the Applicant or its member(s) or its promoters / directors (excluding nominee directors and independent directors) :f</p> <p>ii) or its promoters / directors (excluding nominee directors and independent directors) are</p>	<p>What are the specific procedures to verify if the applicant or its JV members are not listed in the Credit Information Bureau India Ltd. (CIBIL) defaulters' list?</p>	<p>The information is available for public by CIBIL. Report can also be purchased from CIBIL.</p>

	appearing in Credit Information Bureau India Ltd. (CIBIL) Defaulter List;		
15.	<p>ITA 2.9 Financial Status and Capacity</p> <p>2.9.1 The Applicant must, over the period of last 5 financial years as specified in the AITA, must demonstrate meeting the following conditions:</p> <p>Positive net worth for each of the last five (5) financial years;</p>	Are there any specific guidelines or thresholds for assessing "positive net worth" over the last three financial years? What documentation is acceptable to demonstrate this?	Refer to Companies Act 2013.
16.	<p>2.12 Quality Assurance</p> <p>2.12.1 The Applicant shall have the ISO Accreditation / Certified Quality Management System as specified in the AITA valid as on the deadline for submission of Application.</p>	Is the ISO certification a mandatory requirement for all JV members, or only for the lead member?	Mandatory for all members of the JV.
17.	<p>2.10 General Experience</p> <p>AITA 2.10.1 Cutoff Date for General Experience – Starting from November 01, 2019, and up to Application Due Date</p>	<p>We kindly request that the cut-off date for general experience be considered as ten years prior to the application due date, i.e., from November 1, 2014 up to the application due date</p> <p>We respectfully request consideration of projects completed over the past 10 years (i.e., from 2014 onward) instead of the current cutoff date of November 1, 2019. This modification will allow the inclusion of relevant and valuable projects that demonstrate comprehensive experience in similar initiatives and enhance the overall quality of the application.</p>	Please be guided by the PQ Document. No change envisaged at this stage however changes if any shall be notified by way of an Addendum.

18.	<p>2.10 General Experience</p> <p>2.10.1 The Applicant shall have experience as specified in the AITA in the role of prime consultant or JV member to the main client, in India that has been satisfactorily completed during the period as specified in AITA.</p>	<p>We request to modify the clause as follows:</p> <p>The Applicant shall have experience as specified in the AITA in the role of prime consultant or JV member to the main client, in India/ international experience that has been satisfactorily completed during the period as specified in AITA.</p>	<p>Please be guided by the PQ Document. No change envisaged at this stage however changes if any shall be notified by way of an Addendum.</p>
19.	2.10 General Experience	Clarification on the project executed outside India can be consider under this clause.	Please be guided by the PQ Document clause no. 2.10.
20.	<p>2.11 Specific experience</p> <p>ITA 2.11.1 The Applicant shall demonstrate following experience by way of contracts completed during the period</p> <p>AITA 2.11.1 Cut off Date for Specific Experience Starting from November 01, 2019 and up to Application Due Date.</p> <p>AITA 2.11.1 (a) Similar consultancy service shall mean (a) providing consultancy service for Water Transmission or Water Distribution project, and (b) involved in preparation / approval of designs, monitoring of the project including the execution,</p>	<p>We understood that substantially completed projects mentioning the overall physical progress greater than 80% will be considered for evaluation. Kindly confirm</p> <p>We kindly request that the cut-off date for Specific Experience be considered as ten years prior to the application due date, i.e., from November 1, 2014 up to the application due date.</p> <p>We kindly request your consideration for evaluating projects with distinct scopes separately, such that experience in the preparation and/or approval of Detailed Project Reports (DPRs) in one project, and experience in monitoring project execution, including erection and commissioning of works in another project, are both considered suitable for meeting the eligibility requirements.</p>	<p>substantially completed contracts shall not be considered for evaluation. Please refer to the PQ Document.</p> <p>Please be guided by the PQ Document. No change envisaged at this stage however changes if any shall be notified by way of an Addendum.</p> <p>Preparation of the DPR is not envisaged under the Project and the experience is not sought by Exim Bank. Please be guided by the PQ Document.</p>

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	erection and commissioning of works.		
21.	2.10 General Experience and 2.11 Specific Experience	Please consider the experience in PMC/TPQC/TPQA of Infrastructure projects including Water Transmission or Water Distribution Projects / any water sector projects including Ports/Inland Water/Irrigation projects as eligible assignments for evaluation.	Please be guided by the PQ Document. No change envisaged at this stage however changes if any shall be notified by way of an Addendum.
		Can the applicant provide additional contracts beyond the three listed in Form VII if they want to demonstrate broader experience?	Broader experience outside the experience sought for establishing the eligibility conditions shall not be considered for evaluation by Exim Bank.
		In case of Joint Venture, whether the specified "General Experience & Specific Experience Criteria" shall be satisfied combinedly by all the JV Partners? Please clarify and confirm, if there is any specific criteria to be satisfied by the Lead Partner.	Please refer to Clause 2.11.3 and 2.15 of the PQ document
22.	2.13 Skilled Human Resource 1. Project Manager- 1 no. 2. Deputy Project Manager- 1 no. 3. Engineers Supervisor of works- 3 no. 4. Hydraulic engineer or junior equivalent – 2 no. 5. A Topographer- 3 nos.	What are the minimum qualifications and experience required for key personnel?	Please refer to Clause 2.13 of PQ document
		Please provide the man-months wise break up for the mentioned Key experts . Please clarify whether all the Key experts are required to be deployed at site. Kindly clarify. Kindly also confirm whether CVs are not required to be submitted at this PQ application stage. Please confirm.	Shall be provided during the Bidding process. For deployment of international experts, the same shall be subject to meeting Indian Content of 75% in the service provided. No

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	<p>6. Specialist in QHSE (quality - hygiene - safety – security environment- 2 nos. 7. A procurement specialist- 2 nos. 8. Hydrogeologist/ Geologist- 2 nos.</p>	<p>Whether all the mentioned positions under Skilled Human Resource shall be deployed full time of contract period (ie. 43 months)? Please confirm and specify the man-months for each position. Please define the specific key positions for International Experts, so that all the shortlisted firms can propose Expatriates for same positions and submit the quote on a common platform. Kindly clarify, if we can include local / regional CVs (Tanzania Nationality etc.) for some key expert positions.</p>	<p>separate mention of internal experts is proposed.</p>
<p>23.</p>	<p>2.13 Skilled Human Resource Non-Key Experts</p>	<p>The Project also require non key personnel such Mechanical Engineer, Electrical Engineer, Contract Specialist, Planning Engineer, Quantity Surveyor etc., Kindly provide the Non key Experts for bring all the consultant is the same platform.</p>	<p>The details shall be provided during the Bidding Stage.</p>
<p>24.</p>	<p>2.15 Additional Conditions for JV For avoidance of doubt, in the event of award of the contract to a JV, all the payments to the JV shall be made to the bank account of the JV and not to the account of constituent members.</p>	<p>Please clarify whether the client will make payments to the Lead member and JV Partners separately or will the payment be processed directly to the Lead Partner only. Please clarify. We would like to bring into your kind notice that in general bidding practice in India and Multilateral funded (ADB/World Bank/AIIB/JICA etc.) project the Employer made all the payment in the bank account of the Lead Partner. We request a modification to the clause to allow for flexibility in payment disbursement. Specifically, we propose that payments to the JV may be made to the bank account of the Lead Member.</p>	<p>Refer to Clause 2.15. The payment shall be made to the account of the JV. No change is envisaged at this stage. Final modalities shall be provided in the Bidding Document</p>
<p>25.</p>	<p>3.7 Submission of Application</p>	<p>Are there specific file size or format requirements for online submissions?</p>	<p>Assistance is available through the contact details provided in the</p>

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			Portal. Applicants can also approach Exim Bank for any support for applying through the portal.
		We request the client to waive of the condition of submission of the PQ document through online system as it is a cumbersome process. Alternatively, we request the client to consider submission of soft copy of PQ in pen drive along with the hard copy of the PQ.	No change is envisaged in the condition.
		Clarification on the documents submitted by offline mode and extension in time to submit the original documents.	Please be guided by clause 3.7.2 for Submission of Application.
26.	4.3 Evaluation of Application	Could you clarify if there is a scoring mechanism for the evaluation of general vs. specific experience, financial stability, and skilled human resources?	Evaluation is on Pass / Fail basis
		Are specific projects in the water sustainability sector prioritized over other types of infrastructure experience?	Please be guided by the PQ document.
27.	Clause 4.3 Evaluation of application 4.3.4.a Only the qualifications of the Applicant, in the capacity as prime consultant / member of JV, to the project employer, shall be considered. In particular, the qualifications of parent or subsidiary or any other affiliated company of the	Member of a JV can be an international firm who has a registered Subsidiary in India.	Entities incorporated in India shall be construed as an Indian Entity.

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	Applicant, who is not member of the JV, unless otherwise permitted in this Application Document, shall not be considered.		
28.	<p>Clause 4.3 Evaluation of application</p> <p>4.3.4.b The qualification and experience of the Applicant for execution of contracts in-house or for a parent / promoter / subsidiary / group concerns or for Special Purpose Vehicles (SPVs), set up by the Applicant or its group companies, shall not be considered.</p>	<p>We request to modify the clause as follows:</p> <p>The qualification and experience of the Applicant for execution of contracts in- house or for a parent / promoter / subsidiary / group concerns or for Special Purpose Vehicles (SPVs), set up by the Applicant or its group companies, can be considered.</p>	No change envisaged in the clause.
29.	<p>Form-II to Form-IV</p> <p>FORM-II: CONTRACT NON-PERFORMANCE FORM-III: PENDING CONTRACT LITIGATION FORM-IV: CONTRACT LITIGATION HISTORY</p>	Kindly confirm whether these formats are required to be certified by a Chartered Accountant.	Please be guided by PQ document.
30.	<p>Form-V: Financial Status</p> <p>Financial Data</p>	For Indian firms, the Reporting Currency is INR. Kindly confirm.	Covered already.
31.	Form-V: Financial Status	Kindly clarify whether Balance sheets and Profit/Loss statements would suffice towards the	Please be guided by the PQ document.

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	Supporting certificates / documents, for Applicant or for each member of JV in case of a JV Applicant, to be submitted as below: Audited Annual Reports.	supporting documents instead of submitting annual financial reports. Please confirm.	
32.	Form-X Signature of key personnel on Form-X	The proposed key personnel may currently working/reside in a country other than the place of Consultant's office. As such, please allow the scanned signature of key personnel on Form-X at the time of bid submission. The CV with original signature of key expert may please be allowed to submit before concluding the agreement.	Agreed.
33.	Enclosure-I Project Information Memorandum	Kindly clarify, if the Consultant is required to provide any information in Enclosure-1.	Enclosure 1 has been inadvertently incorporated in the document and should be ignored.
34.	General	We request the Client to provide the details of the existing DPRs and other documents already prepared by other consultants.	At this stage only the information available in the PQ is being provided. No additional information is proposed to be provided.
35.	General Consultancy Budget	The EOI does not specify the approximate consulting fees for this project. We kindly request clarification on the approximate consulting fees for this project. This information would facilitate accurate financial planning and allow us to better assess the project's scope and resource requirements for an optimal proposal.	Selection shall be through competitive bidding and the estimates are not disclosed.

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		Kindly provide the Client's estimated budget for this consultancy assignment.	No change envisaged at this stage however changes if any shall be notified by way of an Addendum.
36.	General	The EOI does not specify the number of consulting firms that will qualify to the RFP stage, nor does it include the specific marking criteria for evaluation.	Please be guided by the PQ document. There is no restriction on number of firms and no marking is done. Evaluation is on pass fail basis.
37.	Taxes and Duties	Please confirm the payment requirement for the local taxes.	All local tax, duties etc. are exempt under this LOC or shall be borne by the project authority.
38.	Cut-off Date for 2.10.1: General Experience and 2.11.1 (a) Specific Experience Starting from November 01, 2019 and up to Application Due Date	We seek clarification regarding the cut-off date for General Experience (2.10.1) and Specific Experience (2.11.1(a)). Our understanding is that eligible projects should have a completion date between November 1, 2019, and the application due date. For example, a project that started in 2015 and was completed in 2020 would be considered eligible under this criterion. Could you please confirm if this interpretation is correct?	Yes. The eligible projects should have completion date between November 1, 2019, and the application due date.
39.	Application Due Date	We request for 3 weeks time extension from the issue of Prebid clarifications.	Please be guided by the PQ document. No change envisaged at this stage however changes if any shall be notified by way of an Addendum.
		We request to extend the Due Date for Receipt of PQ Application by Three (3) weeks from the date of receipt of the above Pre-bid replies. Kindly confirm.	Please be guided by the PQ document. No change envisaged at this stage however changes if any shall be notified by way of an Addendum.